State of Maryland
Department of Human Resources

Maryland's Human Services Agency

Martin O'Malley.
Governor

Anthony Brown
Lt. Governor

Brenda Donald
Secretary

REQUEST FOR PROPOSALS (RFP)
PRIVATIZATION OF CHILD SUPPORT SERVICES IN BALTIMORE CITY
CSEA/PR/11-001-S

AMENDMENT #2
JUNE 8, 2010

Prospective Offerors:

This amendment is being issued to amend certain information in the above named RFP. All information contained herein is binding on all Offerors who respond to this RFP. Specific parts of the RFP have been amended. The changes are listed below; new language has been double underlined and marked in **bold** (i.e., **word**), and language that has been deleted has been marked with a strikethrough (i.e. ~~word~~).

1. Revise Section 2.21 – Payment Terms/Billing

The Contractor shall submit an invoice that includes payment of all allowable transition-in equipment purchases and the price for labor and delivery within forty-five (45) days of receipt of the final delivery and installation of purchases. Attached to the invoice shall be evidence of the price paid for all allowable transition-in equipment purchases.

2. Revise Section 3.4.1 B. – Intake (The Child Support First process includes but is not limited to):

Note: The Child Support First representative shall also provide walk-in services as described in Section 3.4.4 C.

3. Revise Section 3.4.2 B3. – Establishment of Paternity

The Contractor shall provide, in its facility plan, space in the Central BCOCSE office ~~and in one of the other eight (8) locations~~ **for obtaining genetic test samples.**

4. Revise Section 3.4.4 C – Walk-in Service.

(Walk-in Service at the eight (8) Department of Social Services locations will also be provided by the Child Support First representative. See Section 3.4.1 B)

5. Revise Section 3.4.8 – <u>BCOCSE Office Space – Bullet #7.</u>

- ~~These personnel~~ **The eleven (11) Baltimore City State's Attorneys** must have private offices.

6. Revise Section 4.2 D7 – Proposed Service

   7. <u>Service Level Agreements.</u>

<u>In this section, the Offeror shall clearly describe how it intends to meet the Service Levels outlined in Section 3.8 of the RFP.</u>

7. Revise Attachment A – Pricing Proposal

   1. Transition In: One-Time-Only Purchases

<u>Indicate the Offeror's total price for the delivery and labor associated with transporting and installing the computer equipment and workstations.</u>

- ~~Total Price~~ **Purchase Price (Column C)**: Multiply the Number of Items (Column A) times the Actual Unit Price (Column B) for each item and insert the total in the ~~Total Price~~ **Purchase Price** (Column C) Rows 1 – 4.

- **<u>Delivery Price (Column D): Include the total Price to deliver items purchased (Rows 1 – 4).</u>**

- **<u>Labor Price (Column E): Include the Total Price for installation of items purchased (Rows 1 – 4).</u>**

- **Totals - Transition In**: Add Number of Items (Column A), Rows 1 – 4 and place total in Totals - Transition In Row 5 (Column A). Add the total prices for Row 1-4 in Column ~~C~~**F**, to yield the Totals - Transition In, Row 5, Column ~~C~~**F**. **The total in Column F, Row 5,** ~~This figure~~ should also be inserted on Page 4, Row 1, Transition In, (Column C), Total Price.

Transition In: One-Time-Only Purchases – Page 3 of Chart

C (Col. A x Col. B) Purchase Price	D Delivery Price	E Labor Price	F (Sum of Cols. C, D & E) Total Price
			^ **=** **(This figure should be inserted on Page 4, in Row 1, Column C below)**

Should you require clarification of the information provided in this amendment, please contact me via email at mlehmuth@dhr.state.md.us or by telephone at (410) 767-7544.

Date Issued: June 8, 2010

By:

Michaeline D. Lehmuth

Michaeline D. Lehmuth
Procurement Officer